

Committee Agenda



**Epping Forest
District Council**

Licensing Committee Wednesday, 16th April, 2008

Place: Council Chamber, Civic Offices, High Street, Epping

Time: 2.00 pm

Democratic Services Officer Adrian Hendry (Research and Democratic Services)
Email: ahendry@eppingforestdc.gov.uk Tel: 01992 564246

Members:

Councillors M Woollard (Chairman), Mrs P Smith (Vice-Chairman), K Chana, M Cohen, R D'Souza, Mrs R Gadsby, Ms J Hedges, Mrs M McEwen, R Morgan, T Richardson, Mrs P K Rush and J Wyatt

<p>PLEASE NOTE THE START TIME OF THE MEETING</p>

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**

(Assistant to the Chief Executive) To declare interests in any item on this agenda.

- 3. ANY OTHER BUSINESS**

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order (6) (non-executive bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks notice of non-urgent items is required.

- 4. MINUTES OF THE LICENSING COMMITTEE (Pages 5 - 10)**

To confirm the minutes of the Licensing Committee meeting held on 10 October 2007.

5. MINUTES OF THE LICENSING SUB-COMMITTEES

Copies of the minutes from the Sub-Committee's meetings will be available for the relevant Chairmen to sign off.

6. APPLICATIONS RECEIVED UNDER THE LICENSING ACT 2003

Under the Licensing Act 2003, officers are required to report on the numbers of applications received and the determinations of those applications. The following table outlines the applications received for the period up to 31 March 2008.

(a) Premises Licence Applications/Variations

Number of new applications	8
Number of renewals	7
Change of Designated Premises Supervisor	38
Number of applications for variation	10
Number of applications granted under delegated authority	14
Number of applications considered by the Sub-Committee	5
Number of applications granted subject to conditions	4
Number of applications refused	1
Number of appeals to Magistrates	0
Temporary Event Notices	37
Reviews	1

(b) Personal Licence Applications

Number of applications received	37
Number of applications granted under delegated authority	37
Number of applications refused	0
Number of appeals to Magistrates	0

(c) Gambling Act 2005

3 Betting Office applications granted, 1 Club gaming permit granted, 8 notifications for 2 machines.

(d) Other Applications Considered

1 Street trading application – withdrawn.

7. TO REVIEW THE ORGANISATION AND RUNNING OF THE LICENSING SUB-COMMITTEES SO FAR AND IDENTIFY ANY MATTERS OF CONCERN ARISING

Members are asked to review the proceedings of the Licensing Sub-Committee meetings held so far and identify any problems of procedure, policy and housekeeping that have adversely affected the running of the meetings.

8. REVIEW OF THE LICENSING FUNCTION

Following the transfer of Licensing to Corporate Support Services the review of Licensing will be planned and reported to the next Committee.

9. LICENSING POLICY REVIEW

For the Committee to note that the triennial review of the Policy was undertaken and the updated policy was adopted by the Cabinet on 4 February 2008.

10. LOUGHTON TOWN COUNCIL (Pages 11 - 14)

Following the sub-committee meeting of the 7th February a letter was received from Louise Fuller, the Clerk to Loughton Town Council. Louise offered some observations on the sub-committee process which Members may find useful. Her letter together with subsequent email correspondence are attached.

11. REVIEW OF CURRENT AND FUTURE TRAINING NEEDS FOR THE COMMITTEE

Members training will take place on 1 July 2008.

12. DATE OF NEXT MEETING

The next meeting of the Licensing Committee has been scheduled for 15 October 2008 at 2.00pm in the Council Chamber.